

Mountain View Corridor Air Working Group
Meeting Minutes
January 16, 2019

Attending:

- Kathy Van Dame – Wasatch Clean Air Coalition
- Reed Soper – UDOT Mountain View Corridor
- Linda Hansen – PTA
- Bo Call – Division of Air Quality
- Joe Taylor – Utah Transit Authority
- Brock Anderson – WVC
- Andy Neff – The Langdon Group (facilitator)
- Allison Adams – The Langdon Group (co-facilitator)

Agenda:

- Approval of 11/27/18 AWG Meeting Minutes
 - Minutes were approved and will be posted to the AWG webpage.
- GSD Coordination/Budget Update (Reed)
 - The group discussed The Langdon Group's facilitation contract modification for six additional meetings in 2019.
 - Andy – Langdon's scope and cost includes time for meeting prep, group coordination between meetings via email and phone, meeting minutes, project management, web updates and facilitation of the meetings themselves.
 - To keep costs down, a suggestion was made to consider handling future facilitation in-house through one of the participating agencies as the project is winding down.
 - Reed will speak with UDOT and Bo with DAQ about their capabilities to facilitate future meetings.
 - Concern was expressed about delays in completing mitigation at the last two schools. The group is still waiting on descriptions and documentation for Hillside Annex budget overruns.
 - Reed and Linda will both follow-up with Granite School District (GSD) to obtain invoicing.
 - When documentation is received, Reed will evaluate it and send it to the group for review via email.
- Univ. of Utah Project Monitoring Update (Linda)
 - Linda will follow-up with Kerry Kelly re: status of placing AirU sensors in the five schools. They were working through some issues with the internet connection.
- Recommendations for Low-cost Monitoring Options (Bo)
 - Since Bo has limited experience in the field with the low-cost sensors, he is hesitant to recommend any specific one but suggested that the group may recommend that the future monitoring contractor incorporate them.
 - The group will use monitoring options that the contractor has experience with and these will be determined as the monitoring gets closer.
 - Ongoing sensor tracking and maintenance is a concern once they are placed.
 - Linda will reach out to the schools to identify individuals to champion the use of the monitors.
- Post-Construction Independent Evaluation and Monitoring Scopes of Work Status Update (Reed)

- Reed will email an updated budget sheet to the group.
- AWG Process Review
 - The group identified three primary goals:
 - Complete upgrades at the last two schools
 - Complete the Independent Evaluation
 - Complete post-construction monitoring
 - The group brainstormed ways to increase efficiency and streamline communication while ensuring that AWG goals are met in a timely manner.
 - Increased focus on action-items
 - Reed will compile a complete list of AWG objectives for this year and the group will create a prioritized action plan to complete tasks.
 - Meeting minutes will focus more on action items and less on dialogue tracking.
 - Andy will assist with email coordination between meetings to keep the ball rolling and help the group accomplish its outcomes. He will send out reminders for action items.
 - The group will provide prompt review of emailed information requests.
 - Future AWG meetings will be scheduled only when there is relevant information to discuss in person. Meetings may be cancelled or postponed if these conditions are not met. The group will rely on email communication during these periods.
 - Group members will look for opportunities to continually foster trust with GSD officials to facilitate a productive and respectful working relationship.